

Certification Name: Certified Health Physicist

Designation: CHP

04-Dec-97

Society

American Board of Health Physics
1313 Dolly Madison Blvd, Suite 402
McLean, VA 22101-

Phone:

fax:

email:

Major Requirements

Education: BS

Years of Experience: 6

Examination Required: Yes

Continuing Education Required: Yes

Maintenance Required: Yes

Directorates

Occupational Health Sciences

Programs

Industrial Health Physics
Laser/Optical Radiation
Medical Health Physics
Radiofrequency/Ultrasound

AMERICAN BOARD OF HEALTH PHYSICS

History

Shortly after its organization, the Health Physics Society established a Committee to study the need for certification of health physicists and to develop plans for certification if this appeared to be desirable. After an intensive study, the Committee recommended that an American Board of Health Physics (ABHP) be established to develop standards and procedures, to examine candidates, and to issue written proof of certification to individuals who have satisfied the requirements established by the Board. The Board of Directors of the Society decided that these recommendations had merit and appointed a temporary American Board of Health Physics on November 8, 1958.

The temporary ABHP developed a set of minimum requirements for certification after carefully reviewing the professional background of 100 selected individuals believed to be representative of those recognized as competent health physicists, and submitted them to the membership of the Society for comment. At the Annual Meeting of the Society in June 1959, the matter was discussed in an open meeting and there was general support for the plan. The Board of Directors of the Society formally established the ABHP as an independent organization by approving an amendment to the By-Laws of the Society on October 29, 1959.

The ABHP was incorporated in the State of New York in December 1960 as a non-profit educational body. The Board has eight members, with each member serving a five-year term.

A certification renewal program was established by the Board in 1977 to ensure the continued professional development of Certified Health Physicists (CHPs). In 1978 the Board offered a specialty certification in power reactor health physics which was discontinued in 1993.

In 1985, the American Academy of Health Physics (AAHP) was formed, and incorporated as a separate entity in 1988. The primary purpose of the Academy is to establish an organization which permits the direct input of Certified Health Physicists into the selection of Board members and to the ongoing program of the Board. In 1994, the corporate structures of the ABHP and the AAHP were consolidated under the AAHP.

Purposes of the Board

The basic purposes of the ABHP are to:

1. Elevate the standards and advance the profession of health physics by encouraging its study and improving its practice
2. Encourage and insist on the highest standards of professional ethics and integrity in the practice of health physics
3. Determine the competence of professional health physicists and arrange, control, and conduct investigations and examinations to evaluate the qualifications of voluntary candidates for certification by the Board

4. Grant and issue certificates in the field of health physics to qualified applicants and maintain a registry of holders of such certificates

5. Sponsor a Certification Renewal Program, including issuance of "recertified" seals to qualified ABHP diplomates who have demonstrated their continued professional involvement in health physics.

Meaning of Certification

Certification indicates that the recipient has completed certain requirements of study and professional experience, which the Board considers to constitute an adequate foundation in health physics, and has passed an examination designed to test competence in this field. Holders of ABHP certification may identify themselves as either Certified Health Physicists (CHP) or Diplomates of the American Board of Health Physics (DABHP). It should be recognized that the certificate awarded by the Board is not a license and, therefore, does not confer a legal qualification to practice health physics.

Professional Responsibilities of Certified Health Physicists

In achieving certification, the CHP recognizes and assumes the responsibilities due the profession of health physics. To uphold the professional integrity of health physics implied by certification, the relations of the CHP with other individuals and groups, including clients, colleagues, governmental agencies, and the general public, shall always be based upon and reflect the highest standards of professional ethics and integrity. Each CHP has a professional and ethical obligation to practice only in those areas in which he or she is competent. To maintain technical competence, the CHP has a commitment to remain professionally active in the field of health physics and knowledgeable of scientific, technical, and regulatory developments in the field.

General Requirements for Certification

Candidates for certification must meet the following requirements:

1. **Academics.** An applicant must possess at least a bachelor's degree from an accredited college or university in physical science, engineering, or in a biological science with a minor in physical science or engineering. In lieu of a minor in a physical science or engineering, a candidate for certification may submit evidence of credit from an accredited college or university for course work in physical sciences, engineering, or mathematics equivalent to 20 semester hours. In lieu of the required bachelor's degree, a candidate for certification may submit evidence of 60 semester hours of credit from an accredited college or university for course work in physical or biological science, engineering, or mathematics, of which 20 hours must be physical sciences, engineering, or mathematics. After the 1996 examination, all new applicants will be required to have at least an acceptable bachelor's degree for admission to the examination.

Applicants shall have satisfied and documented all requirements for degrees claimed by the time application is made for either part of the written examination.

Copies of transcripts must be submitted with the application.

2. Experience. An applicant must have at least six years of responsible professional experience in health physics as of July 1 of the year in which the examination is to be taken. At least three years of the experience must have been in applied health physics. The six years of professional experience, which must be documented by an applicant for Part II of the exam, must be experience that demonstrates that the candidate has been required to exercise judgment in one, or more, of the following:

- » establishment and/or evaluation of a radiation protection program
- » design and/or the evaluation of the design of the radiation protection aspects of a facility
- » design and implementation of a radiation protection training course or program
- » development of an experimental and/or measurement program designed to answer questions related to radiation protection
- » evaluation of measurement data
- » analysis and solution of radiation protection problems
- » preparation, interpretation and implementation of recommendations and regulations.

At the discretion of the Board, advanced degrees in health physics or a closely related area of study may be substituted for a maximum of two years of the required experience. A master's degree may be substituted for one year, while a doctoral degree may be substituted for two years of the required experience. Technician-level experience will in no case be acceptable as meeting the experience requirements.

An applicant may claim professional experience for an advanced degree and work experience for the same period. A maximum of one year of experience can be claimed for each calendar year. This provision is effective with the 1993 exam.

3. References. Each applicant must be currently engaged in the professional practice of health physics a substantial portion of the time. Reference statements are required from the applicant's supervisor and, if applying for Part II, from at least two other individuals who are professionally qualified to evaluate the applicant's ability in health physics. It is recommended (but not required) that at least one reference be from a health physicist already certified by the ABHP.

4. Written Report. Each applicant for Part II of the examination shall submit with the Application for Certification a document written by the applicant that reflects a professional health physics effort. This "effort" may be a substantive facility evaluation, a protection guidance document, a major monitoring program, or some other complex or comprehensive effort. The criteria for ABHP acceptance of this report is that it (1) be on a topic for which the ABHP tests and certifies expertise, (2) contain elements of professional judgment or application of non-regulatory protection guidance, and (3) be written solely or principally by the candidate. The Board, after examination of the application materials, may request additional such reports. All reports will be treated as confidential material.

5. Examination. The written examination has two parts: Part I, which can be taken early in one's career, determines the competence of the applicant in fundamental aspects of health physics, and Part II determines his/her competence in applied health physics topics. Either part of the written examination must be taken within two years of notification of eligibility, or a new application must be submitted. After passing Part I, the applicant must pass Part II within a period of seven years, or retake both parts.

Anyone who meets the education and experience requirements and is practicing health physics in a

competent and ethical manner is strongly urged to apply to the Board for admission to the written examination. Although satisfactory performance on the written examination is not the only requirement for certification, persons who are admitted to and who perform well on the examination usually receive certification by the Board.

Early Admission to Part I of the Written Examination

The purpose of early admission to Part I of the written examination is twofold: (1) to give recent graduates an opportunity to demonstrate competence in the fundamentals of health physics at the beginning of their careers, and (2) to encourage younger health physicists to proceed toward certification.

Applicants are admitted to Part I of the written examination if they (1) have fulfilled the academic requirements for the master's degree in health physics or a closely related field by January 15 of the year in which the exam is to be taken, (2) have received a bachelor's degree in health physics by January 15 of the year in which the exam is to be taken and have one year of applied professional experience, or (3) have another acceptable bachelor's degree (or the equivalent as specified under the academic requirements) and two years of professional experience at the time of examination.

Part I of the examination is constructed to test the knowledge of the fundamental aspects of health physics that is expected of any candidate who meets the qualifications for early admission to Part I. Questions in Part I address fundamental knowledge associated with applied health physics. Academic preparation alone may not be adequate to answer these questions. However, the presence of these questions should not prevent a well-prepared candidate with no practical experience from successfully completing Part I of the Certification examination.

Application and Fees

Application for examination must be made on the prescribed forms, which are available from the Executive Secretary's Office as listed on the inside front cover of this Prospectus. Applicants are responsible for ensuring that they submit the current editions of applications, supervisor, and reference forms. Outdated forms will not be accepted. Fees are non-refundable and the exam must be taken within two years of submitting the fees.

To be eligible to sit for examination, candidates must submit an Application for Certification, copies of college transcripts, one Immediate Supervisor form, two Confidential Professional Reference forms, and a Radiation Protection Report and cover sheet. Candidates applying for only Part I do not need to submit a written report and the two Confidential Professional Reference forms.

Complete applications must be filed with the Executive Secretary **postmarked no later than 15 January of the year in which the exam is to be taken**. Applications are valid for a two year period. Thereafter, a new application, along with reference and report forms, must be submitted. Signature stamps will not be accepted on application, reference, or report forms. Certification fees are as follows:

Fee

Each application to take a written examination (can include multiple exams on same date)	\$ 50.00
Examination Fee (for each exam part to be taken; due upon approval of application)	\$150.00
Certification Fee	\$100.00
Annual Renewal Fee for CHPs	\$50.00

Fees are non-refundable and must be used within two years of submitting the fees.

NOTE: Re-examination fees following failure of the exam will be in accordance with the fee schedule in effect at the time reapplication is made.

Final Action of the Board

The final action of the Board is based on its evaluation of the total professional record of the applicant, i.e., education and experience, the achievements attained in health physics and related fields, maturity of judgement, the ethical nature of his or her professional conduct as indicated by associates and peers, and the written examination. Any applicant denied certification may appeal the action of the Board by contacting the Executive Secretary within six months of notification of results.

Examinations

Examinations are given once a year at the time of the Annual Meeting of the Health Physics Society. They are conducted at the location of the Society's meeting and may also be given at other selected locations if demand warrants. All approved candidates will be sent a site selection survey form in early April listing the tentative examination sites. Candidates should indicate their first and second choices of location and will be assigned to their first choice unless that site does not have enough candidates to warrant the examination being given at that location. All candidates will be notified of their definite exam site approximately 30 days prior to the examination date and will be given an admission slip to the examination room. No reference material may be brought into the room.

Re-Examinations and Postponements

A candidate who fails the first examination may be admitted to a second examination after paying the exam fee. If a candidate passes one part of the exam, the candidate must pass the other part within a period of seven years, or must reapply and retake both parts. The candidate must notify the Board of his or her intention to retake the examination and submit the proper fee no later than January 15 of the year in which the examination is to be taken. If a candidate fails either part of the examination for the second time, a new application must be filed.

If a candidate elects not to take any part of the examination in any given year, but subsequently elects to take the examination in any following year, the candidate must notify the Board of his or her intention to take the examination no later than January 15 of the year in which the examination is to be taken. Notification must be accompanied by the appropriate fee and, if required, a new application.

Revocation of Certificate

Certificates may be revoked for actions considered by the Board to be in violation of the statement "Professional Responsibilities of Certified Health Physicists." Any person for whom such action is contemplated shall have the right of appearance before the Board.

Certification Renewal

A Certification Renewal Program is sponsored by the Board in an effort to ensure that CHPs are fulfilling their professional responsibilities and to encourage continued professional development. To remain on the list of active CHPs, diplomates must renew their certification every four years. The requirements for continued active certification are: (1) to be engaged substantially and currently in professional health physics practice; (2) to have earned during the preceding four-year period sufficient continuing education credits by participation in approved courses, meetings, and other activities; and (3) to have met such other requirements, including payment of fees or assessments, as may generally be imposed. The Continuing Education Committee of the AAHP reviews courses in advanced health physics and related subjects that are submitted to it by the course organizers, or by a CHP who attended the course, and determines the number of continuing education credits to be awarded to participants.

Changes in Requirements

Current requirements, procedures, and fees of the ABHP are described in this brochure. These are subject to change without notice; however, changes will be published before their effective date whenever practical. No changes will be retroactive.

Administration

The ABHP retains the services of an Executive Secretary who maintains the national ABHP office. The Executive Secretary performs administrative functions including normal correspondence, accounting, bookkeeping, financial reporting, recordkeeping, and application processing for examinations and Certification Renewals.

Current Officers, Board Members and Panel Members are listed in the Annual Health Physics Society Membership Handbook.

Future Examination Dates and Primary Locations

July 24, 1995 Boston, Massachusetts

July 22, 1996 Seattle, Washington

June 30, 1997 San Antonio, Texas

July 13, 1998 Minneapolis, Minnesota

Revised 11/94

AMERICAN BOARD OF HEALTH PHYSICS

1313 Dalley Madison Boulevard, Suite 402
McLean, Virginia 22101

Application for Certification

Instructions: Fill out this application packet in its entirety and submit in duplicate. This form may be photocopied. Please type or complete legibly using black ink only. Refer to the INSTRUCTIONS TO APPLICANTS.

Note: Do not use "see attached" in lieu of filling out required forms. Failure to properly complete required forms will delay the processing of your application and may result in its rejection.

☐ Initial Application ☐ Reapplication Date: _____

☐ Part I ☐ Part II

1. Name _____ 2. Birth Date _____
(last) (first) (middle) (previous last)

3. Home Address _____

4. Business Address _____

5. Home Telephone _____ 6. Business Telephone _____

Preferred mailing address: ☐ Home ☐ Business 7. e-mail _____

8. College/University Education - Transcripts are required for each degree claimed. See the ABHP Prospectus for acceptable degrees.

Institution	Major	Minor	Years of Attendance	Degree	Year

9. Additional education and training related to health physics (Please do not list courses of less than two weeks duration.)

Institution	Course Title	Course Length	Dates

10. Certification refresher course(s) taken: (Optional)

Sponsor	Dates

* Please advise us if your legal name has changed since entering a College or University, or since your first contact with the Board



American Academy of Health Physics (AAHP)
American Board of Health Physics (ABHP)

N · E · W · S

December 1996

Table of Contents:

- President's Report
 - Executive Committee
 - Annual Meeting
 - Professional Development
 - Continuing Education
 - General Items
- From the Chair
- AAHP Continuing Education Committee
- William A. McAdams Award
- Letters
- From the Editor
- 1997 AAHP Executive Committee
- 1997 ABHP Members
- AAHP Continuing Education Courses
- AAHP Strategic Plan Implementation
- 1996 William A. McAdams Award
- The 1996 Certified Health Physicist Salary Survey Results
- The Certification Year at a Glance
- AAHP Financial Highlights
- LAST CALL for Nominations
- 1996 Certification Exam: Thanks for Your Help
- 1996 AAHP ADMIN ROSTER
- 1996 ABHP ADMIN ROSTER

PRESIDENT'S REPORT DECEMBER 1996

Kenneth R. Kase, CHP
President, AAHP, 1996

The Midyear Symposium of the Health Physics Society will be next month in San Jose, California, and the AAHP is planning a reception for all CHPs in attendance. (see **NOTICE, below..Ed.**) The purpose of this reception is to welcome any of the recently certified HPs who are at the meeting into

the Academy and to give us all a chance to become better acquainted. The details were not complete when I wrote this column, so look for the announcement at the meeting and please come.

NOTICE

As is noted above, the AAHP reception was in the planning stages at the time the December *CHP News* went to the printer. Subsequently, it was determined that all the evenings were already booked with HPS social events, making it inappropriate to have a separate AAHP reception. ...*Ed.*

In the October "CHP Corner," I reported that I had sent letters concerning two individuals who were using the designation CHP and apparently misrepresenting themselves as Certified Health Physicists. I received very prompt written assurances that neither of the two individuals had intended such misrepresentation. One instance was apparently a mistake on the printed announcement of a program, and the other individual asserted that his use of CHP was intended to denote his status as a Certified Health Professional. He stated that he will discontinue the use of CHP.

To repeat my statement from October: The AAHP needs your help to monitor misuse of our marks. If you are aware of any individuals who misrepresent themselves by improperly using CHP or Certified Health Physicist, please inform Nancy Johnson at the Secretariat's office. Send her all the information that you can obtain. This should include a copy of the material in which the misuse occurs and the address of the individual who is misusing the marks.

A final version of the Strategic Plan should be available for the January meeting of the Executive Committee in San Jose. It will contain six Goals that match the mission of the AAHP:

1. High standards for certification,
2. High standards for professional responsibility and practice,
3. High continuing education standards,
4. Recognition,
5. Increased communication, and
6. Increased value of membership.

Implementation strategies for each of these Goals were developed at our meeting in Seattle. These are currently being reviewed to produce a final plan.

At the HPS Annual Meeting in Seattle, President-elect Jerry Martin and I met with Health Physics Society President Rich Vetter and President-elect Otto Raabe to exchange information on current activities and some future plans. We all agreed that the meeting was valuable and that these meetings



American Academy of Health Physics


Welcome to the American Academy of Health Physics (AAHP) home page.

The AAHP is an organization that advances the profession of Health Physics, encourages the highest standards of ethics and integrity in the practice of Health Physics, enhances communications among Certified Health Physicists and provides a means for Active CHPs to participate in the certification program. All Certified Health Physicists are eligible for membership in the AAHP. Additionally, persons who have successfully completed one part of the two part exam are eligible for associate membership for that period of time that they remain eligible to take the remaining part.

These pages include information regarding the AAHP, the American Board of Health Physics (ABHP), the certification and recertification processes, as well as examples of recent Part II exams.

 **Updated Academy Rosters** incorporating new CHPs, effective 2/3/97

 **Forms** (certification application, renewal, etc.) that can be downloaded & printed

 **Latest Newsletter Revision:** "CHP Corner," May 1997

Revision History

Summer 1996 Examination Results


AAHP Preamble and Bylaws (May 1996)


☐ **AAHP Membership List**

☐ **AAHP Committees**

☐ **AAHP Composition**

☐ **Continuing Education** Here you will find the Academy's Continuing Education policy as well as a current listing of approved courses and activities.

The  **American Board of Health Physics** prepares, administers, grades the certification examinations and issues "certification" to successful candidates.

 **CHP News** Is an insert in the Health Physics Newsletter that contains materials of interest to *Certified Health Physicists* and persons wishing to become certified.